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## GRADUATION

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### Mathematics and Writing Competency

To graduate from Point Loma Nazarene University, a student must demonstrate competency in mathematics and writing by submitting an adequate SAT score as defined by faculty policy, by successfully challenging on a department placement examination, or by completing the remedial course for establishing these competencies. These competencies must be met prior to junior classification.

*Note: All students must fulfill the composition requirement of the General Education Program, or its equivalent, prior to the junior year.*

### General Requirements

Undergraduate students all share certain general requirements for earning the baccalaureate degree (BA, BMus and BS). These include the following:

- Filing an application for admission to candidacy with the Records Office.
- Satisfactory completion of a total of 128 semester units (numbered 100 and above) with a cumulative grade-point average of 2.000.
- Satisfactory completion of the General Education Program.
- Completion of an approved program of study in a major area with a cumulative grade-point average of 2.000 unless otherwise stipulated.
- Residency at Point Loma during the final 24 units of study.
- Completion of all academic and institutional requirements.

**Candidacy for a Degree.** An application for admission to candidacy for a degree must be filed after the student has completed at least 92 semester units of work and has an approved program of studies. Although students may view an unofficial “degree audit” on the Web, an official “Graduation Check” is conducted by the Records Office which subsequently communicates with the degree applicant regarding appropriate details.

**Residency.** Candidates for the baccalaureate degree must be in residence during the final 24 units applied toward the degree. A minimum of one-half of the upper-division units in the major also must be taken in residence. The Bible and Christian Ministries major with a concentration for the active minister, however, requires only that 24 units must be taken in residence—not the last 24 units.

**Semester Units.** A cumulative grade-point average of 2.000 is required for graduation. None of the 128 semester units required for the baccalaureate degree may include those taken at the remedial level (numbered below 100).

**The General Education Program.** Students must meet the stated requirements in the General Education Program, a broad-based liberalizing experience in the arts and sciences. Transfer students are responsible to make sure any course work done prior to admission to the University fulfills the categories that are unique to Point Loma.

**Completion of the Major.** All major programs of study are sanctioned by the Point Loma faculty and listed in detail in this *Catalog*. Of the units completed in a major, at least 24 must be taken at the upper-division level (numbered 300 and above). In addition, a minimum of one-half of the upper-division units in the major must be completed in residence. A 2.000 cumulative grade-point average is required for all academic majors. An academic minor, though available, is not a requirement for graduation.

**Completion of all Requirements.** Degrees are conferred once a year at the close of the spring semester. All work taken toward a degree must be completed in full before a student can participate in Commencement. Likewise, the awarding of a diploma is dependent on clearance by a variety of University offices, such as Residential Life, Student Accounts, and Ryan Library.

Students requiring attendance at Summer Sessions in order to meet all graduation requirements may not be deficient by more than 12 units and must be committed to and file a plan for meeting all requirements, as approved by the Associate Provost for Academic Administration.

### Bachelor of Science in Nursing Degree

The requirements for the Bachelor of Science in Nursing degree are the same as for the other baccalaureate degrees except that no foreign language is required and students may choose between a second literature course or a philosophy course. A larger concentration of work is required in the major field.

### Second Baccalaureate Degree

A second baccalaureate degree may be earned at Point Loma upon completion of a minimum of 32 units (24 of these in the major) in residence distinct from and beyond the number completed for the first degree. Twenty-four of these units must be at the upper-division level. All general education (if different from first degree), the additional major, and specific departmental requirements for the second degree must be met. Second degree candidates are eligible for honors at graduation and for the Dean’s List but not for membership in Phi Delta Lambda. In no case will more than one degree be conferred upon a candidate at only one Commencement convocation. The second baccalaureate degree is distinguished from multiple majors within a first degree.

## Graduation Honors

**Honoris Causa.** The University occasionally grants honorary degrees to worthy recipients.

**Graduation Honors.** The University confers unofficial honors during the Commencement ceremony based on the cumulative grade-point average earned by the conclusion of the previous semester. Official honors, however, are calculated only after all course work is completed, including summer graduates. Honors are noted on the diploma as *Summa Cum Laude* (highest honors), 3.900 and above; *Magna Cum Laude* (high honors), 3.700 to 3.899; and *Cum Laude* (honors), 3.500 to 3.699. Official honors are based on the student's cumulative grade-point average at Point Loma (study abroad grades are not included in this calculation).

## The Honors Scholars Program

Near the end of the junior year, a student who has demonstrated exceptional scholarship and capacity for serious and creative study or research, and who has maintained a 3.500 cumulative GPA, may apply for entry into the Honors Scholars Program. With the guidance of a major professor, and in community with other Honors Scholars, the student will complete an honors project during the senior year. Successful scholars will receive due recognition at Commencement and on the University transcript of record. Criteria, qualifications, and procedures are available in the Office of the Associate Provost for Research, located on the lower floor, west side of the Bond Academic Center.

Students who are accepted into the Honors Scholars Program register in the fall semester for Honors 498 (two units), as listed below. This represents the initial phase of work on the required project. In the spring of the senior year, students register for Honors 499 (one unit) in order to complete the project.

### HONORS 498 (2) HONORS PROJECT I

An intensive project to be completed by students who are designated as Point Loma Nazarene University Honor Scholars. The course includes the first stage of a seminal study within a Scholar's major under the supervision of a faculty advisor. In the liberal arts tradition, Scholars from different disciplines meet together with other Scholars every other week to discuss progress on their projects. The interdisciplinary portion of the course includes a workshop on project preparation and presentation. The experience culminates with the Scholar's formal presentation of progress to his/her Advisory Committee not later than December 15. Offered each fall.

**Prerequisite:** Normally restricted to students in their senior year with at a cumulative 3.500 GPA. Requires approval of the chair of the department that houses the student's major and the Associate Provost for Research.

### HONORS 499 (1) HONORS PROJECT II

A continuation of Honors 498. In this course students complete their project, meet regularly with their advisor, and prepare for two formal presentations: one to their Advisory Committee and a second to the Point Loma Nazarene University Honors Conference held in early May. Honors projects are bound and kept as an annual collection in the University library. Offered each spring.

**Prerequisite:** Honors 498.

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## ACADEMIC POLICIES

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### Student Responsibility

*The student is ultimately responsible for the fulfillment of all requirements for graduation in the Catalog in effect at initial enrollment.* Those who opt for a subsequent *Catalog*, however, must notify the Records Office and meet all requirements in that *Catalog*. Students who have not been registered for three or more regular semesters come under the *Catalog* in effect at the time of reentry.

### Course Load

The normal academic course load is 15-17 units per semester, including any concurrent units on another campus. Students on academic probation are limited to 13 units per semester (a total of 9 in the summer). If a student in good academic standing finds it necessary to carry a load greater than the normal load, the maximum number allowed is determined by the student's grade-point average. Students may, in consultation with the Associate Provost for Academic Administration, assume a course overload according to the following table:

<i>Minimum GPA</i>	<i>Maximum Load</i>
2.500	18 units
2.750	19 units
3.000	20 units

One semester unit represents an hour of class per week. Three hours of laboratory are equivalent to one hour of class. Two hours of preparation are normal for each hour of class. Transfer work on the quarter system converts as three units equal to two semester units.

### Transcripts

A complete and official transcript is available at the Records Office upon graduation or withdrawal. Requests for transcripts must be in writing. Transcripts may not be released to anyone other than the student except by written authorization. Students are entitled to one free transcript. Subsequent transcripts are available for a nominal fee. Unofficial transcripts are available at the Records Office as well as on the Web.